

Financial Risk Assessment Worksheet

GENERAL INFORMATION

Prepared By

Name

Date

Department / Project

Department or Project Name

IDENTIFIED RISKS

RISK DESCRIPTION	LIKELIHOOD (LOW/MED/HIGH)	IMPACT (LOW/MED/HIGH)	MITIGATION STRATEGY
e.g., Unexpected cost	Medium	High	Regular budget monitoring
e.g., Revenue shortfall	Low	Medium	Diversify revenue streams
e.g., Currency fluctuations	High	High	Use forward contracts

ADDITIONAL COMMENTS

Provide supplementary details or context for risk assessment

ASSESSMENT SUMMARY

TOTAL RISKS IDENTIFIED	HIGH RISKS	MEDIUM RISKS	LOW RISKS
3	2	1	0

IMPORTANT NOTES:

- This worksheet is a tool to identify, analyze, and mitigate financial risks related to a project or department.
- Risk assessment should be updated regularly as new risks emerge or as conditions change.
- All assumptions and mitigation strategies should be clearly documented for transparency.
- This document supports internal decision-making and does not replace formal financial audits.
- Consult relevant stakeholders when assessing risk likelihood and potential impact.

